

Mini Grant Updates: May 16, 2025

On May 16, 2025, the Trust will be making updates to both the Behavioral Health and the Intellectual & Developmental Disabilities mini grant programs.

The eligibility and general process for the mini grants will not be changing.

The updates, which are designed to streamline the programs, will include:

- **A new application portal:** The mini grant application will be accessed through a new portal starting on May 16, 2025. Accessing this portal will require the **creation of a new account**. The previous login information that you have used will no longer work. An overview of how to create a new account can be found later in this document.
- **Updated guidelines:** The guidelines for both the Behavioral Health and the Intellectual & Developmental Disabilities mini grant programs have been updated. The revised guidelines can be found here:
 - Behavioral Health Mini Grant Guidelines
 - IDD Mini Grant Guidelines
- **A revised application:** The mini grant application has also been updated. We will be using the same application form for both programs, so you will need to select the program that you are applying for. The application will consist of the following sections:
 - **Request Overview:** The name of the beneficiary, their age range and the amount requested from the Trust
 - **Beneficiary Information:** Some demographic information about the individual
 - **Request Details:** Information about what is being requested for funding and how it will help the individual
 - **Request Documentation:** Where required documents, such as price quotes, can be attached to the application
- **Reduced documentation requirements:** As part of the mini grant processes, the Trust is not requiring any documentation regarding the diagnosis or other Protected Health Information (PHI) regarding the applicant individual. Your organization, as the entity working directly with the individual, is being asked to make sure that they qualify as a Trust beneficiary. We understand that your organization may gather documentation, such as diagnosis forms, letters of support, and medical records. **This information is not needed as part of the application process and is not to be included with this application.**

Cost estimates will still be required to be attached to all mini grant requests. More information about documentation can be found in the grant guidelines.

Steps for creating a new account:

- Select or enter this link to access the portal: <https://bbgm-apply.yourcausegrants.com/apply/programs/20ad23dd-44bd-495e-ab1c-e1788ce65c7c>
- Click on “create account” at the bottom right of the screen
- Select the first option, “**Continue with SSO**”
- Enter your email address
- You will be prompted to have a confirmation code sent to your email address, click the button to send the code and then retrieve it from your email account
- Enter the confirmation code as prompted into the portal
- You will be prompted to create a permanent password and enter your name
- Your account should now be created, but you need to connect it to your organization.
- The next step is to go back to the grant application portal: <https://bbgm-apply.yourcausegrants.com/apply/programs/20ad23dd-44bd-495e-ab1c-e1788ce65c7c>
- When you click on “**start a new application**” you will be prompted to select your organization.
- You can search for your organization on the “**Select Your Organization**” page, or add your organization if it is not found in the system.
- Once the organization has been selected you will be able to begin the application.

More information about the new portal can be found here:

Applicant Portal Help Center: <https://webfiles-sc1.blackbaud.com/files/support/helpfiles/grantsconnect/content/gc-applicants.html>

How to Create Your GrantsConnect Account: <https://webfiles-sc1.blackbaud.com/files/support/helpfiles/grantsconnect/content/gc-applicants-registration.html>

For any questions, please contact us at:
minigrants@mhtrust.org.